

**LOUISIANA DEPARTMENT OF ENVIRONMENTAL QUALITY  
PERMITS DIVISION  
REGISTRATIONS AND CERTIFICATIONS SECTION**



**REQUIRED ELEMENTS FOR MANAGEMENT PLANS  
Form AAC-8  
LAC 33:III. Chapter 27**

**Directions:** This form must be filled out completely and submitted with each asbestos management plan. If the AAC-8 form is missing, the management plan will not be processed. **List the pages of the management plan that contain the specified elements for each question in the spaces provided.** A comment section is located at the end of the form for explanations to incomplete responses.

Completion of the AAC-8 will ensure that the management plan meets federal (CFR 763.93) and state (LAC 33:III. Chapter 27) requirements and will facilitate accurate and timely state review.

**Section A: APPLIES TO ALL STATE OWNED BUILDINGS, STATE LEASED BUILDINGS, AND/OR SCHOOL BUILDINGS**

**I. General Inventory (LAC 33:III.2723.D.1)**

| Required Element  | Page Number |
|---|-------------|
| 1) Name and address of each building (if leased, the lessor's name, address, and telephone number): |             |
| 2) Each building's date of construction:  |             |
| 3) Whether the building contains friable ACBM, non-friable ACBM, or ACBM assumed to be ACM:         |             |

**II. For inspections completed before December 14, 1987: (LAC 33:III.2723.D.2)**

**Note: If NO inspections were completed before December 14, 1987, check box and skip to Section III.**

|  |  |
|--|--|
| A. Approximate square or linear footage of any homogeneous or sampling areas where material was sampled for ACM.       |  |
| 1) Dates of inspection (LAC 33:III.2723.D.2.a)   |  |
| 2) Blueprints, diagrams, or written descriptions of all homogeneous or sampling areas (LAC 33:III.2723.D.2.b)          |  |
| 3) Exact locations, if possible, where bulk samples were collected and the dates of collection (LAC 33:III.2723.D.2.b) |  |

For each bulk sample analyzed, list the pages that contain the following three categories of information: (LAC 33:III.2723.D.2.c)

|                       |  |
|-----------------------|--|
| 1) Copies of analyses |  |
| 2) Dates of analyses  |  |
| 3) Other lab reports  |  |

|  |  |
|--|--|
| B. Descriptions of assessments required to be made of material that was identified before December 14, 1987, as friable ACBM or friable suspected ACBM, and all TSI. (LAC 33:III.2723.D.2.e) |  |
|--|--|

List the pages that contain the following four categories of information regarding **all person(s)** who performed the assessments. (LAC 33:3.2723.D.3.a)

☐

|                         |  |
|-------------------------|--|
| 1) Name                 |  |
| 2) Signature            |  |
| 3) Accreditation Agency |  |
| 4) Accreditation Number |  |

|  |  |
|--|--|
| C. Descriptions of any response actions or preventive measures taken (LAC 33:III.2723.D.2.d) |  |
| 1) Names and addresses of the contractors involved   |  |
| 2) Start and completion dates of the work  |  |
| 3) Results of any air samples analyzed during and upon completion of work                    |  |

### **III. Inspections: (LAC 33:III.2707.A.2)**

|  |  |
|--|--|
| A. Approximate square or linear footage where material was sampled for ACM or assumed to be ACM (LAC 33:III.2723.D.3.b)  |  |
| 1. Dates of inspection. (LAC 33:III.2723.D.3.a)  |  |
| 2. A blueprint, diagram, or written description of <b>each</b> building that clearly identifies homogeneous areas sampled for ACM or assumed to be ACM. (LAC 33:III.D.3.b) |  |

B. List the pages that give the following four categories of information regarding **each** inspector: (LAC 33:III.2723.D.3.a)

|                         |  |
|-------------------------|--|
| 1) Name                 |  |
| 2) Signature            |  |
| 3) Accreditation Agency |  |
| 4) Accreditation Number |  |

|   |  |
|---|--|
| C. Description of the manner used to determine <b>every</b> sampling location (LAC 33:III.2723.D.3.c) |  |
|---|--|

|   |  |
|---|--|
| D. Exact locations and dates for <b>each</b> bulk sample collected<br>(LAC 33:III.2723.D.3.b) |  |
|---|--|

List the pages that give the following information regarding the inspector(s) who collected the bulk samples. (LAC 33:III.2723.D.3.a)

|                         |  |
|-------------------------|--|
| 1) Name                 |  |
| 2) Signature            |  |
| 3) Accreditation Agency |  |
| 4) Accreditation Number |  |

List the pages that give the following four categories of information regarding analyses of **each** bulk sample (LAC 33:III.2723.D.3.d).

|  |  |
|--|--|
| 1) Copies of analyses  |  |
| 2) Dates of analyses   |  |
| 3) Name and address of laboratories that analyzed bulk samples |  |
| 4) Statement of laboratory accreditation                       |  |

List the pages that give the following information regarding all person(s) who performed the analyses of bulk samples (LAC 33:III.2723.D.3.d).

|              |  |
|--------------|--|
| 1) Name      |  |
| 2) Signature |  |

## Section B: APPLIES TO ALL STATE OWNED OR LEASED BUILDINGS CONTAINING ASBESTOS AND ALL SCHOOL BUILDINGS

|  |  |
|--|--|
| <b>IV. Descriptions of all assessments of ACBM</b> (N/A if no ACM) (LAC 33:III.2713.B) |  |
|--|--|

List the pages that give the following four categories of information regarding the person(s) who performed the assessments.

|                         |  |
|-------------------------|--|
| 1) Name                 |  |
| 2) Signature            |  |
| 3) Accreditation Agency |  |
| 4) Accreditation Number |  |

### **V. Designated Person (LAC 33:III.2723.D.4)**

|  |  |
|--|--|
| 1) Name, address and phone number of Designated Person   |  |
| 2) Training received by Designated Person, from a recognized trainer including date of training received, length of training in hours, course name, training organization and instructor |  |

### **VI. Response Action Recommendations (N/A if no ACM) (LAC 33:III.2723.D.5)**

|  |  |
|--|--|
| A. Recommendations made regarding response actions |  |
|--|--|

List the page numbers that give the following four categories of information regarding the person(s) who made recommendations for response actions.

|                         |  |
|-------------------------|--|
| 1) Name                 |  |
| 2) Signature            |  |
| 3) Accreditation Agency |  |
| 4) Accreditation Number |  |

**VII. Response Actions. (N/A if no ACM) (LAC 33:III.2723.D.6)**

|   |  |
|---|--|
| A. Detailed descriptions of preventive measures and response actions to be taken      |  |
| 1) Methods to be used for preventive measures and response actions to be taken        |  |
| 2) Locations where such actions and measures will be taken                            |  |
| 3) Reasons for selecting each response action or preventive measure                   |  |
| 4) Schedules for beginning and completing each preventive measure and response action |  |

**VIII. Assurance of Accreditation (N/A if no ACM) (LAC 33:III.2723.D.7)**

|   |  |
|---|--|
| Statement that person(s) who inspected for ACBM and who will design or carry out response action, except O & M, are or will be accredited under the provisions of Appendix A of LAC 33:III Chapter 27 |  |
|---|--|

**IX. ACBM Remaining After Response Action. (N/A if no ACM) (LAC 33:III.2723.D.8)**

|   |  |
|---|--|
| A detailed description in the form of a blueprint, diagram, or location description of ACBM, or assumed ACM, that does or will remain after response action |  |
|---|--|

**X. Activity Plans (N/A if no ACM) (LAC 33:III.2723.D.9)**

|  |  |
|--|--|
| A. Plan for reinspection   |  |
| B. Plan for periodic surveillance                                  |  |
| C. Operations and maintenance plan                                 |  |
| 1) Management planner recommendation regarding additional cleaning |  |
| 2) The response to that recommendation                             |  |

**XI. Notifications (LAC33:III.2723.F.4)**

|  |  |
|--|--|
| A. Notification of parent, teacher, and employee organizations of the availability of the management plan in letter form |  |
| 1. Description of steps taken  |  |
| 2. Dated copy of notification letter   |  |

**XII. Resource Evaluation (N/A if no ACM) (LAC 33:III.2723.D.11)**

|   |  |
|---|--|
| A. An evaluation of resources needed to complete response actions successfully and carry out reinspection, operations and maintenance activities, periodic surveillance, and training |  |
|---|--|

**XIII. Names and Signatures of Responsible Parties (LAC 33:III.D.12)**

- A. Management Plan Contributors  
B.

|  |  |
|--|--|
| 1) Name and statement of accreditation for each person who contributed to the management plan                      |  |
| 2) Name and signed statement by management planner that management plan complies with state requirement (Optional) |  |

B. Designated Person Statement of Compliance. (Found attached to this Required Elements Form) (LAC 33:III.2723.H)

|   |  |
|---|--|
| Signed certification by Designated Person that general responsibilities under LAC 33:III Chapter 27 have been met or will be met. This is to be completed after the designated person has completed the required training |  |
|---|--|

**XIV. Record-keeping (N/A if no ACM) (LAC 33:III.2725.B)**

A. For each preventive measure and response action (post December 14, 1987), provide the following information: (if none taken, write N/A for page numbers)

|  |  |
|--|--|
| 1) A detailed written description of the action<br>(LAC 33:III.2725.B.1) |  |
|--|--|

|  |  |
|--|--|
| a) Methods used                                    |  |
| b) Location of measure or action                   |  |
| c) Start and completion dates                      |  |
| d) Names and addresses of all contractors involved |  |
| e) Accreditation agency                            |  |
| f) Accreditation number                            |  |
| g) Storage or disposal site if ACM was removed     |  |

|  |  |
|--|--|
| 2) The name and signature of any person collecting air samples (LAC 33:III.2725.B.2) |  |
|--|--|

|  |  |
|--|--|
| 3) The locations where those samples were collected<br>(LAC 33:III.2725.B.2) |  |
|--|--|

List the pages that give the following seven categories of information for air samples:

|   |  |
|---|--|
| a) Date of collection                       |  |
| b) Name and address of analyzing laboratory |  |
| c) Date of analysis                         |  |
| d) Results of analysis                      |  |
| e) Methods of analysis                      |  |
| f) Name and signature of analyst            |  |
| g) Laboratory Accreditation Statement       |  |

B. For employee training, list the pages that give the following six categories of



information for **each** employee trained: (N/A if no ACM) (LAC 33:III.2725.C)

|                                |  |
|--------------------------------|--|
| 1) Name                        |  |
| 2) Job title                   |  |
| 3) Date training was completed |  |
| 4) Location of training        |  |
| 5) Trainer                     |  |
| 6) Number of hours completed   |  |

C. If the initial cleaning required under LAC 33:III.2725.E has already been conducted, list the pages that give the following information; otherwise list N/A.

|  |  |
|--|--|
| 1) Name of each person performing the cleaning |  |
| 2) Date of cleaning                            |  |
| 3) Locations cleaned                           |  |
| 4) Methods used                                |  |

D. For operations and maintenance activities conducted post-December 14, 1987, list the page(s) that give the following five categories of information (N/A if no ACM or If no O & M activities have been conducted) (LAC 33:III.2725.F)

|   |  |
|---|--|
| 1) Name of person(s) performing the activity                                    |  |
| 2) Start and completion dates   |  |
| 3) Location   |  |
| 4) Description of activity  |  |
| 5) If asbestos was removed, the name and location of storage and disposal sites |  |

E. For each fiber release episode that has occurred post-December 14, 1987, list the pages that give the following five categories of information (N/A if no ACM)  
(LAC 33:III.2725.H)

|  |  |
|--|--|
| 1) Date and location of episode  |  |
| 2) Method of repair  |  |
| 3) Preventive measures or response   |  |
| 4) Name of person performing the work  |  |
| 5) If asbestos was removed, the name and location of storage and disposal site |  |

**Comment Section for Incomplete Responses:**

Section

Explanation

## **DESIGNATED PERSON GENERAL RESPONSIBILITIES UNDER LAC 33:III.Chapter 27**

Pursuant to LAC 33:III.2705.A of the Louisiana Department of Environmental Quality (Asbestos-Containing Materials in Schools and State Buildings), each management plan must contain a true and correct statement, signed by the Designated Person, that certifies that the general Management Plan responsibilities have been met. This form is provided to assist you in complying with this portion of LAC 33:III.Chapter 27.

|                    |  |
|--------------------|--|
| School/Agency:     |  |
| Building Address:  |  |
| Designated Person: |  |
| Address:           |  |
| City, State, Zip:  |  |
| Phone Number:      |  |

### **ASSURANCES**

This Chapter 27 management plan was developed and has been submitted pursuant to the LAC 33:III.Chapter 27 of 1989 and Louisiana Department of Environmental Quality, Air Quality Division rule, Asbestos-Containing Materials in Schools and State Buildings, and the undersigned does hereby certify that the Designated Person has and will ensure the following:

- 1) The activities of any persons who perform inspections, re-inspections, and periodic surveillance, develop and update management plans, and develop and implement response actions, including operations and maintenance, are carried out in accordance with Chapter 27.
- 2) All custodial and maintenance employees are properly trained as required in Chapter 27 and all other applicable Federal and/or State regulations (e.g., the Occupational Safety and Health Administration Asbestos Standard for Construction, the EPA Worker Protection Rule, or applicable State regulations).
- 3) All workers and building occupants, or their legal guardians, are informed annually about inspections, response actions, post-response action activities, including periodic re-inspection and surveillance activities, that are planned or in progress.

4) All short-term workers (e.g., telephone repair workers, utility workers, or exterminators) who may come in contact with asbestos in a school are provided information regarding the locations of ACBM and suspected ACBM assumed to be ACM.

5) All warning labels are posted in accordance with LAC 33:III.2727.

6) All management plans are available for inspection and that notification of such availability has been provided as specified in the management plan under LAC 33:III.2723.F.

6) The undersigned Designated Person pursuant to 2705.A.7 received adequate training as stipulated in 2705.A.8.

8) The Designated Person will consider whether any conflict of interest may arise from the interrelationship among accredited personnel and whether that should influence the selection of accredited personnel to perform activities under Chapter 27.

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Signature: \_\_\_\_\_ Phone No: \_\_\_\_\_  
Designated Person, pursuant  
LAC 33:III.Chapter 27

Revised: 01-26-02